



Eastern Montana Community Mental Health Center
Administration Office
2508 Wilson Street
PO Box 1530
Miles City, MT 59301
406-234-0234

CLASS TITLE: Certified Peer Support Specialist
DEPARTMENT: MACT Team
ACCOUNTABLE TO: MACT Team Lead
FLSA: Non-Exempt
SALARY RANGE: \$13-16/hr.

PRIMARY OBJECTIVE OF POSITION: The Peer Specialist is a member of a multidisciplinary team and is or has been a recipient of mental health services for severe and persistent mental illness. Because of life experience with mental illness and mental health services, the Peer Specialist provides expertise that professional training cannot replicate. Peer Specialists are fully integrated team members who provide highly individualized services in the community and promote client self-determination and decision making. The Peer Specialist is responsible for the delivery of Peer Support services in an outpatient and community-based setting for adults with severe mental illness. The Peer Specialist embraces, develops, and implements recovery-based principles with consumers, staff, EMCMHC, and the community. Acts as a positive role model through good work ethic, fairness, flexibility, and commitment to appropriate and direct communications; demonstrates energy and enthusiasm for EMCMHC's mission and vision.

ESSENTIAL JOB FUNCTIONS:

- Provides peer counseling and support by drawing on common experiences as a peer to validate clients' experiences and provide guidance and encouragement to clients to take responsibility and actively participate in their own recovery.
- Serves as a mentor to clients to promote hope and empowerment for themselves
- Advocates to the entire PACT team from a mental health consumer perspective concerning clients' experiences regarding symptoms of mental illness, clients' attitudes and opinions of treatment and experiences of recovery.
- Suggests appropriate changes in treatment plans to ensure immediate and appropriate interventions are provided in response to changes in clients' mental status or behaviors that put clients at risk
- Provides work-related supportive services such as assistance securing necessary clothing and grooming supplies, wake-up calls, transportation, etc.
- Provides side-by-side services, skills teaching, support and environmental adaptations to assist clients with activities of daily living (ADLs). The ADLs may include such things as cleaning and laundry, transportation, grocery shopping and assistance with personal hygiene and grooming tasks
- Utilize electronic medical record documentation software and communicate through use of Word documents, Outlook and the Internet
- Assists and supports clients to obtain and utilize a personal primary care physician, dentist or other medical specialists as needed
- Provides side-by-side support, coaching, and encouragement to clients to socialize. This includes planning leisure time activities on weekends, evenings and holidays
- Performs on-call duties for crisis stabilization needs on a rotating basis with other PACT team members which includes nights and weekends



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- Attend and participate in all required meetings unless excused by the supervisor
- Additional duties as assigned

SUPERVISION – RESPONSIBLE FOR WORK OF OTHERS: None

EDUCATION, TRAINING, AND EXPERIENCE REQUIREMENTS:

- Certified Behavioral Health Peer Support Specialist (CBHPSS) designation
- One years' experience working in the mental health field preferred
- Completion of CPI (Crisis Prevention Intervention), CPR, and First Aid training provided.
- Ability to pass background check and driver's license check upon offer of employment.
- Provide proof of auto liability insurance coverage per EMCMHC's policies.
- Montana Driver's License with good driving record - required to transport clients while on work duty
- Must complete Credible EHR functionality and overview training within the first month of employment and maintain Certification throughout employment

EXAMPLES OF PERFORMANCE CRITERIA AND EXPECTATIONS:

- Is required to handle confidential information, must be trustworthy, and responsible for keeping confidential information safe; and
- Performs all other duties as assigned by the MACT Team Lead.

PLEASE COMPLETE AN ONLINE APPLICATION BY CLICKING ON THE LINK BELOW

<https://www.emcmhc.com/employment-opportunities/>

Reasonable accommodations may be made to enable individuals with disabilities to perform any non-essential job function.

Eastern Montana Community Mental Health Center is an Equal Opportunity Employer. We do not discriminate on the basis of race, religion color, sex, age, national origin, marital status, military status, or disability.

12-2020